



ENVIRONMENTAL & REGULATORY SERVICES
PECFA
P. O. Box 8044
Madison, Wisconsin 53708-8044
TDD #: (608) 264-8777
www.commerce.state.wi.us

Jim Doyle, Governor
Cory L. Nettles, Secretary

Wisconsin Department of Commerce Bureau of PECFA

Bid Document

SECTION 1 - Scope of Work:

The Bureau of PECFA is seeking competitive bids to perform investigative services on a petroleum release from a regulated petroleum product storage tank system. The site upon which bids are being solicited is:

Bid Round Number: 24
Comm Number: 54228-9761-19
BRRTS Number: 03-36-000846
Site Name: Village Garage
Site Address: 419 Buchanan Street, Mishicot, WI

Project Manager: Robert Klauk
Project Manager address: 2129 Jackson Street, Oshkosh, WI
Project Manager phone: 920-424-0046
Project Manager e-mail address: Rklauk@commerce.state.wi.us

Bid Announcement Date	2/3/03
Questions or requests for information must be submitted in writing and received by:	2/18/03 4:00 PM
Responses to the questions will be posted (and if requested, sent in writing) by:	2/7/03
Bid End Date and Time:	3/21/03 by Noon

The site investigation report, upon which bids are being sought, and the successful bid, when determined, are available for inspection at:

Department of Commerce, 2129 Jackson Street, Oshkosh, WI

Please contact the project manager listed above for an appointment.

Copies of the site investigation report can be purchased for the cost of reproduction and handling at the following address:

Kinko's – 1971 Koeller Street, Oshkosh, WI 54901

Phone: (920) 426-5580 Fax: (920) 426-5350

SECTION 2 - Site Specific Bid Specification Requirements:

A) Project Manager Comments

1) General Comments:

One 375-gallon leaded underground gasoline tank was removed from the site in 1988. In the summer of 1990, approximately 325 cubic yards of contaminated soil was excavated from the site, an adjacent property to the southeast and the public roadway (Buchanan Street). Soils in the site area generally consist of silty sand/clayey silt underlain by silty clay to greater than 15 feet below ground surface. No soil or groundwater has been investigated onsite. Groundwater contamination was detected in a monitoring well located in Buchanan Street, approximately 20 feet down gradient (south) from the site. Three additional monitoring wells are located further down gradient. The most recent sampling event occurred in 1995. Groundwater flow is generally to the south; the hydraulic conductivity measured in the monitoring well (OW-001) in Buchanan Street was 2.1×10^{-6} centimeters per second. A municipal well is located more than one quarter mile south of the site. No petroleum hydrocarbons have been detected in this well; the most recent sampling event occurred on September 30, 2002.

2) The following Environmental Factor(s) were identified in the Site Investigation Report for this site:

- ☐ Documented expansion of the plume margin.
- ☐ Verified contaminant concentrations in a private or public potable well that exceeds the preventive action limit established under ch. 160, Stats..
- ☐ Contamination within bedrock or within 1 meter of bedrock.
- ☐ Petroleum product that is not in the dissolved phase is present with a thickness of .01 feet or more, and verified by more than one sampling event.
- ☐ Documented contamination discharges to a surface water or wetland.

3) Minimum Requirements:

Investigate the lateral extent of onsite soil contamination in the immediate vicinity of the former underground leaded gasoline storage tank. Soil samples are to be analyzed for petroleum volatile organic compounds (PVOC), gasoline range organics (GRO) and lead (Pb). A minimum of four borings are anticipated to fully define the lateral extent of soil contamination onsite.

Collect one onsite ground water sample (temporary well) for laboratory analysis of volatile organic compounds (VOC) and Pb. Develop and collect one round of groundwater samples from monitoring wells OW-001 through OW-004 for laboratory analysis of VOC and Pb. Sample monitoring wells OW-001 and OW-004 for laboratory analysis of natural attenuation factors.

Present analytical results in a tabular format and submit with a brief letter report.

B) Bidder's Strategy for Remedial Action

- 1) Identify the strategy for completing the missing elements of the site investigation.
- 2) Specifically describe what element of your proposed strategy will address the environmental factors/risk factors listed above. Also describe how, when, and why it will address them.
- 3) Provide a detailed description of the work to be performed. The description shall provide sufficient detail to establish that the proposed strategy will be successful in providing the missing elements for the site investigation.
 - a) The detailed description may include, but is not limited to the following:
 - Technologies
 - Reporting details

SECTION 3 - Conditions of Bid:

The successful bidder will be the entity that complies with all provisions of the bid specification and provides the lowest total cost, excluding interest and claim preparation costs, to complete the missing elements of the site investigation. The decision as to the completeness of the site investigation will be made by either the Department of Commerce or the Department of Natural Resources, depending on statutory site assignment. PECFA funding under s. 101.143, Stats., will terminate when the responsible agency determines that institutional controls and notices, if utilized, would achieve a closed remedial status. PECFA funding will terminate regardless of whether the responsible party or other properties accept an institutional controls and notices as required under NR 726. In preparing the bid, the bidder must assume compliance with all applicable codes, including but not limited to Comm 46, Comm 47, and NR 700.

The successful bidder will be determined based upon conformance to and competitiveness under the bid protocol. The first determination will be whether the bidder has complied with all provisions of the bid. These bids will be considered responsive. From the responsive bids, the lowest total cost bid with an approvable approach to complete the site investigation will be determined. Claim preparation costs will not be a part of the cost cap established by this bid. These costs (\$500 maximum per claim submittal) are still eligible for PECFA reimbursement and Commerce encourages timely claim submittals at appropriate milestones. Therefore, bidding consultants should not include claim preparation costs in their bid responses.

The successful bid will be available to be viewed at the location identified in Section 1. If two or more bidders tie in the cost comparison, the bid with the lowest consulting cost will be used as the tiebreaker. All bid documents must be signed and sealed by a Professional Engineer, Professional Geologist, Hydrologist or Soil Scientist licensed by the State of Wisconsin Department of Regulation and Licensing.

The Department reserves the right to reject any and all bids that meet any of the following conditions:

- The Department believes the remedial strategy is not appropriate to a specific geologic setting.
- From the standpoint of program operations or regulatory responsibility, the Department determines it is in the best interest of the program to not accept any or all bids.

Any proposed technology or methods used in the remediation must be allowed for use in the State of Wisconsin and approvable by the Department with jurisdiction (Natural Resources or Commerce).

The name of the successful bidder, bid amount, proposed outcome and supporting documentation will be provided to the site claimant along with instructions to inform the PECFA program in writing of their intent to either:

- Use the lowest identified bidder or
- Use another service provider.

In either case, PECFA reimbursement is capped at the dollar amount of the successful bid.

A successful bid does not mean or guarantee that all costs in a resultant claim are eligible, reasonable, necessary or reimbursable under the PECFA program.

If a bidder fails to comply with a bid provision the bid response will be determined to be non-responsive. If the bid response is responsive, but not the lowest cost service provider with an appropriate approach, it will be determined to be “non-successful.” Non-responsive and non-successful bidders will not be individually informed of their failure to achieve compliance with the bid specifications or to be the lowest bidder.

The successful bidder may be required to provide input to, and attend a meeting with the PECFA program and the claimant to explain the bid and the remedial approach.

Appeals, by bidders, of decisions regarding complying bids or costs are not allowed, as they do not constitute claimant reimbursement decisions under the PECFA program.

In compliance with this invitation to bid and subject to all conditions thereof, the signatory agrees to the following:

- If the signatory's bid is determined to be successful, the signatory must, within 15 days of the Department's notification, contact the claimant and confirm that they will provide the services at the cost described within the Bid Response.
- That for a period of 90 days, starting with the Department's notification to the claimant, the signatory will hold firm their commitment to provide the remedial services and prices set forth in the Bid Response.

Failure to abide with the conditions stated above may result in exclusion from future PECFA Public Bidding events.

Questions, answers and interpretations will be considered an amendment of this solicitation. All answers and interpretations shall be in writing from the Program Manager identified in Section 1 of this solicitation. Neither the program nor the

Department shall be legally bound by any amendments or interpretations that are not in writing. Bidders are not to contact other personnel located within the Department of Commerce/Bureau of PECFA concerning the site or the bid solicitation between the Bid Announcement Date and Bid Ending Date. After the date by which questions must be submitted by, identified in Section 1, no further questions will be addressed.

A written response will be provided at: <http://www.commerce.state.wi.us/ER/ER-PECFA-SiteBidding.html> (and mailed to all requesters of the bid package who are not able to access the web site, and who therefore request written correspondence from the program contact).

SECTION 4 - Closure Specifications:

Does not apply, the bid is to complete the missing elements of the site investigation.

SECTION 5 - Instructions to Bidders:

By submission of a bid, bidder agrees that during the period following issuance of this solicitation and prior to notification of successful bidder, bidders shall not discuss the bid or bid process except with the program contact designated in this solicitation. Bidders shall not discuss or attempt to negotiate with the claimant, other potential bidders or program staff any aspects of the bid without prior approval of the Project Manager specified. Infractions will result in rejection of the violator's bid and may also result in disqualification of the individual to provide bids and a formal complaint being lodged with the Department of Regulation and Licensing.

The bid submitted shall address all the site specific bid specification requirements identified in Section 2. The bid shall support in detail the strategy to complete the site investigation. A full site investigation plan is not required as part of the bid submittal. A full site investigation plan may be requested by the program.

If access to the site is necessary for the preparation of a bid, access shall be arranged through the Project Manager. If the Project Manager is not able to arrange site access, this fact will not delay the bid process or negate the comparison and potential selection from among the bids that are submitted. All costs associated with a site visit or preparation of a bid will be the responsibility of the bidder.

The Bid Process must conform to the following:

1. The Bid Response shall address all the site specific bid specification requirements identified in Section 2 and shall support in sufficient detail and succinctly the remedial strategy.
2. The total cost (in dollars) to accomplish the stated goal, including all fees, reporting cost, but excluding claim preparation costs and interest.
3. The costs specified in #2 shall separately identify consulting (non-commodity) costs.
4. The submittal must include an original and two (2) copies of the Bid Response documents signed and sealed by a Professional Engineer, Professional

- Geologist, Hydrologist or Soil Scientist licensed by the State of Wisconsin. Include the appropriate registration number of the professional license.
5. Bids can not be "faxed" directly to the program. Documents received by fax will not be accepted or considered.
 6. Bids, amendments thereto or withdrawal requests must be received by the time advertised for bid opening. It is the bidder's sole responsibility to insure that these documents are received by the contact at the time indicated in this solicitation document.
 7. All specifications or descriptive papers provided with the bid submission must include the bidder's telephone number and Commerce number thereon. Identify the name of the consulting firm on the 1st Page of the Bid Response.
 8. The Commerce Number must be on the outside of the envelope in which the bid is submitted. The Department assumes no responsibility for unmarked or improperly marked envelopes. All envelopes received showing a bid number will be placed directly under locked security until the date and time of opening. Include only one Bid Response (an original and two (2) copies) per envelope.
 9. Correction of errors on the bid form: All prices and notations shall be printed in ink, typewritten or computer printed. Errors shall be crossed out, corrections entered and initialed by the person signing the bid. Erasures or use of correction fluid will be cause for rejection. No bid shall be altered or amended after the time specified for the bid end date.
 10. Bidders are not to contact other personnel located within the Department of Commerce/Bureau of PECFA concerning the site or the bid solicitation between the Bid Announcement Date and Bid Ending Date.
 11. Any proposed technology or methods must be allowed for use in the State of Wisconsin and approvable by the Department with jurisdiction (Natural Resources or Commerce).
 12. From the standpoint of program operations or regulatory responsibility, the Department determines it is in the best interest of the program to not accept any or all bids.
 13. If bidders consider the bid response to be proprietary information and exempt from disclosure, each part of the Bid Response must clearly marked *CONFIDENTIAL*. If any part is designated as confidential, there must be attached to that part an explanation of how the information is proprietary. The Department reserves the right to determine whether this information should be exempt from disclosure and no legal action may be brought against the State, Department or its agents for its determination in this regard.
 14. The Bid Response must be appropriate to the site geologic setting.
 15. Ambiguous bids, which are uncertain as to cost, time or compliance with this solicitation, will be rejected.
 16. The Department reserves the right to reject any and all bids, and/or to cancel this solicitation at any time.
 17. Each bidder shall fully acquaint itself with conditions relating to the scope and restrictions attending the execution of the work under the conditions of this

solicitation. The failure or omission of a bidder to acquaint themselves with existing documented conditions shall in no way relieve any obligation with respect to this bid.

18. All amendments to and interpretations of this solicitation shall be in writing from the Project Manager. Neither the Department nor the program shall be legally bound by any amendment or interpretation that is not in writing.
19. This solicitation is intended to promote competition. If the language, specifications, terms and conditions, or any combination thereof restricts or limits the requirements in this solicitation to a single source, it shall be the responsibility of the interested bidders to notify the program in writing so as to be received five days prior to the opening date. The solicitation may or may not be changed but a review of such notification will be made prior to award.

BID RESPONSE
(1st Page)

Department of Commerce PECFA Program

SITE NAME: Village Garage
COMMERCE NUMBER: 54228-9761-19
BRRTS NUMBER: 03-36-000846

Submit Bid To Cathy Voges
Department of Commerce PECFA Program
201 W Washington Ave, Madison WI 53703-2790 or
P.O. Box 8044, Madison WI 53708-8044

Bidder Company: _____
Bidder Address: _____

Telephone () - _____
Number:
Fax Number: () - _____
e-mail Address: _____

Bidder: (check one that applies):

_____	Professional Engineer	_____	License #
_____	Professional Geologist	_____	License #
_____	Hydrologist	_____	License #
_____	Soil Scientist	_____	License #

Seal

Signature: _____

I certify that I have the authority to commit my organization or firm to the performance of the bid I have submitted.

Print Name: _____

Title: _____

Total Bid Cost \$ _____

Total Consulting Cost (subpart of Total Bid) \$ _____

Personal information you provide may be used for secondary purposes [Privacy Law, s. 15.04(1)(m)].

BID RESPONSE

(2nd Page)

Department of Commerce PECFA Program

SITE NAME:	Village Garage
COMMERCE NUMBER:	54228-9761-19
BRRTS NUMBER:	03-36-000846

Consulting Firm phone number () ____ - ____

This response must address all of the site specific specifications identified in Section 2, and shall support in detail the site investigation. Attach additional pages if necessary. *The Commerce Number and Consulting Firm telephone number must be included on all additional pages.*